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FACULTY SENATE RESOLUTION 13–12

“Consideration of Other Procurement and Service Changes”

Sponsored by Ken McMillin on behalf of the Faculty Senate Executive Committee

Whereas the continuing tight budgetary constraints of the university require constant and vigilant cost comparisons and savings analyses in all areas; and

Whereas a Spend Analysis is in the process of being conducted by the Office of Procurement Services; and

Whereas in FY 2012 \$13.5 million of the total \$251.9 million spend base was on travel, with approximately \$2.5 million spent on travel agents and \$5.5 million spent on commercial airlines; and

Whereas university travelers are required to use the contracted travel agency for the State of Louisiana; and

Whereas faculty and staff members report numerous varied difficulties with service provided by the contracted travel agency; and

Whereas Office of Accounting and Financial Services FASOP AS-02 states that the purpose of the University Travel Regulations are to establish a procedure to assist travelers in making travel arrangements and in the reimbursement of travel expenses, but does not given the name or contact information for the contracted state travel agency, and

Whereas contrary to FASOP AS-02 that states the use of the on-line bookings through the contracted travel agency can drastically reduce the costs paid per transaction; and

Whereas it is difficult to obtain permission for exceptions to the contracted travel agency fares to realize cost or schedule advantages to the university traveler; and

Whereas the upgrades to the contracted travel agency booking system announced by Accounting and Financial Services in January, 2013, have not resulted in marked improvements in the reservation services; and

Whereas the objective of the Office of Procurement Services is to procure goods and services to sustain, foster, and support the administrative, educational and research missions of the University; and

Whereas the LaGrad Act II authorized approved changes in the procurement practices of the university and many of those changes are not being effected;

Therefore be it resolved that the Faculty Senate urges that the Faculty Senate Executive Committee meet with the Interim Vice Chancellor and CFO of Finance and Administrative Services, Executive Director of Procurement Services and Property Management, Accounting Services Associate Vice Chancellor, and Facility Services Executive Director to determine an action plan for improving travel and other services impacting faculty and staff members in performing their expected activities and responsibilities for the university.